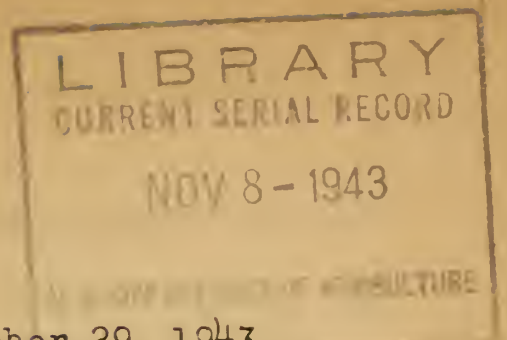


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WAR FOOD ADMINISTRATION
Washington 25, D. C.



October 29, 1943

ADMINISTRATOR'S MEMORANDUM NO. 31

Assignment of Functions to the State and County War
Boards and to the Line Agencies of the Administration
and the Department in the Field

The primary functions of the State and County War Boards shall be to coordinate and facilitate concerted action among the various agencies; to provide a meeting ground for the discussion of problems of interest to all agencies; to promote good working relationships among the agencies; to collect and transmit to the War Food Administrator such information as may be requested; to head up and carry through designated programs of a patriotic nature, such as bond drives, salvage and scrap programs, and nominations for counties and farm families to receive agricultural "A" awards; to keep the Administrator and Secretary informed regarding public reaction to their programs; to make recommendations to the Administrator and Secretary concerning the establishment, modification, or termination of existing programs; and to administer or perform such programs or functions which are of such a nature as not to come under the jurisdiction of a particular line agency.

From time to time numerous assignments have been made to State and County War Boards. Some of the programs so assigned involve activities which are either an actual part of or are incidental to the regular programs of particular line agencies. Other such assignments, although they cannot be regarded as a part of the regular programs of particular agencies, are closely allied therewith. Accordingly, the following reassignment of functions heretofore given to War Boards are hereby made:

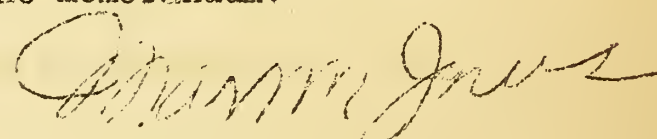
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|--|--------------------------------|
| A. Production goal work, including livestock, poultry, and dairy goals | AAA |
| B. Facilitation of transportation and distribution of feedstuffs | AAA under the direction of CCC |
| C. Certification of canners for vegetable crops | AAA under the direction of CCC |

- | | |
|--|--------------------------------|
| D. Increasing production of forest products | FS |
| E. Administration in the field of rationing and allocation of farm machinery, equipment (including copper wire), building supplies, fertilizers, and other agricultural materials and facilities | AAA under the direction of OMF |
| F. General educational work incidental to war programs | Ext. |
| G. Issuance of farm slaughter permits | AAA under the direction of FDA |
| H. Administration in the field of the farm transportation program, including issuance of certificates for tires, off-highway gasoline, and tractor fuels | AAA under the direction of OMF |
| I. Local deferment of agricultural workers | Ext. under the direction of OL |
| J. Certification of applications for frozen food locker plants | AAA under the direction of FDA |
| K. Administration of alcohol order | AAA under the direction of FDA |
| L. Cooperation with Army in producing foods on military reservations | Ext. |

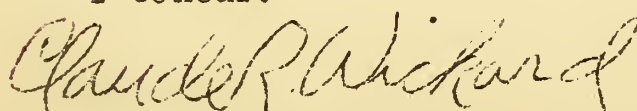
All agencies will cooperate fully with and give all possible assistance to those agencies to which specific functions have been assigned.

It is the policy of the War Food Administration to utilize the personnel and facilities of existing agencies at the local level insofar as may be practicable. This is desirable in order to avoid the creation of additional organizations, in order to utilize to the maximum the experience of existing organizations, and to provide for the most economical administration of each function for which the Administration is responsible. Therefore, no agency which does not now have local personnel shall make any such appointments without the specific approval of the Administrator.

All previous memoranda are superseded to the extent that they conflict or are inconsistent with the provisions of the memorandum.


Administrator

I concur:


Secretary of Agriculture

WAR FOOD ADMINISTRATION
Washington 25, D.C.

November 26, 1943

ADMINISTRATOR'S MEMORANDUM NO. 31, REVISED

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Assignment of Functions to the State and County War
Boards and to the Line Agencies of the Administration
and the Department in the Field

The primary functions of the State and County War Boards shall be to coordinate and facilitate concerted action among the various agencies; to provide a meeting ground for the discussion of problems of interest to all agencies; to promote good working relationships among the agencies; to collect and transmit to the War Food Administrator such information as may be requested; to head up and carry through designated programs of a patriotic nature, such as bond drives, salvage and scrap programs, and nominations for counties and farm families to receive agricultural "A" awards; to receive and transmit information and make recommendations to Selective Service Boards regarding the deferment of farm operators and agricultural workers; to keep the Administrator and Secretary informed regarding public reaction to their programs; to make recommendations to the Administrator and Secretary concerning the establishment, modification, or termination of existing programs; and to administer or perform such programs or functions which are of such a nature as not to come under the jurisdiction of a particular line agency.

From time to time numerous assignments have been made to State and County War Boards. Some of the programs so assigned involve activities which are either an actual part of or are incidental to the regular programs of particular line agencies. Other such assignments, although they cannot be regarded as a part of the regular programs of particular agencies, are closely allied therewith. Accordingly, the following reassignment of functions heretofore given to War Boards is hereby made:

- | | |
|--|--------------------------------|
| A. Production goal work, including livestock, poultry, and dairy goals | AAA |
| B. Facilitation of transportation and distribution of feedstuffs | AAA |
| C. Certification of canners for vegetable crops | AAA under the direction of CCC |

- D. Increasing production of forest products FS
- E. Administration in the field of rationing and allocation of farm machinery, equipment (including copper wire), building supplies, fertilizers, and other agricultural materials and facilities AAA under the direction of OMF
- F. General educational work incidental to war programs Ext.
- G. Issuance of farm slaughter permits AAA under the direction of FDA
- H. Administration in the field of the farm transportation program, including issuance of certificates for tires, off-highway gasoline, and tractor fuels AAA under the direction of OMF
- I. Collecting and transmitting to County War Boards such factual information as Selective Service Boards may request from County War Boards regarding the deferment of individual farm operators and agricultural workers. Ext.
- J. Certification of applications for frozen food locker plants AAA under the direction of OMF
- K. Administration of alcohol order AAA under the direction of FDA
- L. Cooperation with Army in producing foods on military reservations Ext.

All agencies will cooperate fully with and give all possible assistance to those agencies to which specific functions have been assigned.

It is the policy of the War Food Administration to utilize the personnel and facilities of existing agencies at the local level insofar as may be practicable. This is desirable in order to avoid the creation of additional organizations, in order to utilize to the maximum the experience of existing organizations, and to provide for the most economical administration of each function for which the Administration is responsible. Therefore, no agency which does not now have local personnel shall establish such an organizational arrangement without the specific approval of the Administrator or of the Secretary, as the case may require.

All previous memoranda are superseded to the extent that they conflict or are inconsistent with the provisions of this memorandum.

I concur:

Charles B. Wickard
Secretary of Agriculture

Grover B. Hill
First Assistant Administrator